

Minutes of the  
Executive Committee  
National Conference of Social Work

January 2nd, 1930, 2:00 P.M.

New York City

The following members were present: Miss Van Waters, the President, Mr. de Schweinitz, Mr. Bruno, Mr. Holbrook, Mr. Jones, Dr. Kirchwey, Mr. Klein, Father McEntegart, Mr. Murphy, Miss Rich, Dr. Schumacher, Miss Vaile, Mrs. White, Miss Cannon, Mr. Eklund, and the General Secretary.

In the absence of the Treasurer, the Secretary presented the Treasurer's Report. (See copy attached.) Upon motion duly made and seconded, it was

Voted to accept the report and place it on file.

The Secretary reported that the Finance Committee had been organized with C.C. Stillman, Columbus, Ohio, as chairman. The Committee has not yet been able to meet but the Chairman and Secretary have been preparing data for consideration by the Committee.

At the request of the President, the Secretary reported briefly the discussion of the Program Committee, a meeting of which had been held earlier in the day. (See minutes attached.)

The report of the Editorial Committee was next given consideration, a copy having been sent to each member of the Executive Committee in advance of the meeting. (See copy attached.) The General Secretary stated that the new volume would be off the press about the middle of January or the first of February at the latest. Considerable discussion developed regarding the desirability of requiring abstracts of manuscripts for use in the Proceedings. It was pointed out that it is extremely difficult to secure them, that it means with many speakers a complete rewriting and condensation of the paper, and considerable doubt was expressed as to the value of the publication of such abstracts. After further discussion and upon motion duly made and seconded, it was

Voted that hereafter abstracts be not required from authors for consideration of the Editorial Committee for printing in the Proceedings.

The election of a new member of the Editorial Committee to serve a term of three years in the place of Bleecker Marquette whose term of office had expired was the next order of business. After discussion and upon motion duly made and seconded, it was

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that the President be authorized on behalf of the Executive Committee to elect a member of the Editorial Committee to serve for a period of three years beginning January 1, 1930. (The President subsequently appointed Mr. Harry L. Lurie of Chicago.)

The recommendation of the Program Committee (see their report) that the North American Employed Officers' Association of the Young Men's Christian Association and the National Board of the Young Women's Christian Associations be invited to become Associate Groups was then presented and discussed at length. In view of the known character of these two organizations and because of the pressure of time in as much as they both wished to organize meetings in connection with the Boston meeting of the Conference and upon motion duly made and seconded, it was

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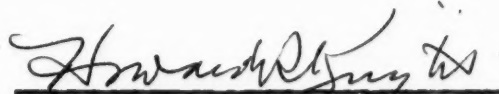
that the National Board of the Young Women's Christian Associations and the North American Employed Officers Association of the Young Men's Christian Association be invited to become Associate Groups of the Conference.

The request from Miss Caroline Bedford representing the Committee on Insurance Problems of Division IV, The Family, for a ruling by the Executive Committee was presented. The Committee wished to know whether it would be proper for them to accept an appropriation of approximately \$600.00 to cover traveling expenses of members of the Committee to attend meetings in New York, the money to be appropriated by one or more of the insurance companies working with the Committee. After considerable discussion of the principles involved and upon motion duly made and seconded, it was

oted

that this question was not one for the Executive Committee to rule upon as it did not involve the Conference. It was understood that the question would be referred back to Miss Bedford and her Committee without action.

The Secretary announced that it would probably be necessary to have another meeting of the Executive Committee to consider financial plans for the Conference some time in April.

  
General Secretary

Minutes of the  
Program Committee

National Conference of Social Work

January 2nd, 1930, 9:30 A.M.

New York City

The following members were present: Miss Van Waters, Chairman, Mr. Lee, Mr. Lurie, Miss Dawley, Mr. Harrison, and the General Secretary.

The Secretary reported that the Sub-Committee on Program Content had held one meeting but had no report at this time and that the Sub-Committee on Program Organization would hold its first meeting on the evening of January 2nd.

The President reported further discussion concerning the evening programs and information that she had secured from various sources as to the availability of various speakers suggested at the previous meeting. After thorough and lengthy discussion, the following tentative program was agreed to as desirable for the General Sessions of the Conference.

Sunday, June 8th, 8:00 P.M.

President's Address.

Monday, June 9th, 8:00 P.M.

Subject to be determined.

Tuesday, June 10th, 8:00 P.M.

The Wider Implications of Social Justice.

Wednesday, June 11th, 6:00 P.M.

Reunion Dinner.

Wednesday, June 11th, 8:30 P.M.

President's Reception

Friday, June 13th, 8:00 P.M.

The Economic Basis for Social Progress

Saturday, June 14th, 1:00 P.M.

Conference Luncheon - Is Social Work a Profession?

Upon motion duly made and seconded, it was  
oted that the President be authorized to complete the General  
Sessions Programs.

The Secretary reported that the North American  
Employed Officers' Association of the Young Mens Christian  
Association and the National Board of the Young Women's  
Christian Associations had through representatives been in com-  
munication with the Conference Office and indicated a desire  
to become Associate Groups of the Conference. Upon motion duly  
made and seconded, it was

ted to recommend to the Executive Committee that the North American  
Employed Officers' Association of the Young Men's Christian  
Association and the National Board of the Young Women's Christian  
Associations be invited to become Associate Groups of the Con-  
ference.

There being no further business, the meeting adjourned.

  
General Secretary.



NATIONAL CONFERENCE OF SOCIAL WORK

FINANCIAL STATEMENT

June 1 -- December 31, 1929.

Operating Balance, June 1 \$ 783.76

Receipts, June 1 - December 31

Memberships	\$11,632.00
Contributions	200.00
Sales, Bulletin	132.50
Sales, Proceedings	485.51
Interest	25.33
Transfer from	
Reserve Fund	3,887.63
Registration Fees	890.65
Refunds	45.45

Total

Total Receipts and Balance

17,299.07  
\$18,082.83

\*Expenditures

Salaries	\$ 8,742.33
Travel	5,065.02
Printing	993.65
Postage	369.88
Supplies	209.73
Telephone & Telegraph	251.10
Rent & Light	708.35
Equipment and Repairs	263.26
Miscellaneous	516.30
Refund	12.00

Total

Balance

17,131.62  
\$ 951.21

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\* Functional Distribution of Expenditures

Administration	\$ 6,348.19
Membership & Publicity	1,504.94
Annual Meeting	4,539.66
Proceedings	547.11
Bulletin	321.59
Office Operation	3,562.68
Other	307.45
	<u>\$17,131.62</u>

## Report of the Editorial Committee

To The Executive Committee of the National Conference of Social Work.

The Editorial Committee was established by vote of the Executive Committee of the National Conference of Social Work at its meeting on January 2nd, 1929. The following excerpt from the Minutes of the meeting of the Executive Committee of that date establishes its functions:-

"The following recommendations from the Special Committee on Proceedings were presented:

We recommend that:

1. The Executive Committee appoint an Editorial Committee of three to serve three years each, with overlapping terms.

2. That all speakers on the program who submit manuscripts for the Proceedings be required to submit at the same time an abstract not to exceed ten percent in length of the total length allowed under existing rules.

3. That the Editorial Committee meet upon the call of the Secretary after the staff have completed the preliminary work on the manuscripts and determine which manuscripts shall be printed in full, or substantially so, which in abstract form, and which shall be omitted from the Proceedings.

4. That the staff be instructed to prepare and print a cumulative index of the Proceedings at the earliest convenient date.

Respectfully submitted,

Joanna C. Colcord  
Porter R. Lee  
Bertha Freeman Hooper  
Howard R. Knight.

Dr. Neva R. Deardorff was not present at the time these recommendations were drafted.

In the discussion which followed, the question was raised as to whether the purpose of these recommendations was to reduce the expense of the volume or to improve its usefulness. The Executive Committee was assured the object of the recommendations was to make the volume of the Proceedings more useful

without increasing the net cost. It was suggested that Division Chairmen be requested to indicate which papers delivered in their Division should be printed in full or in briefer form or possibly omitted entirely. The question was raised as to the possibility of doing away with the Proceedings and issuing in its place a quarterly journal thus providing a more frequent contact with the membership of the Conference. It seemed to be the consensus of opinion without formal vote that the printing of a volume of Proceedings was the better plan for the National Conference of Social Work. After further discussion and upon motion duly made and seconded, it was,

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that an Editorial Committee of three as recommended by the Committee be nominated by the President and elected by the Executive Committee and that the other recommendations of the Special Committee on Proceedings be referred to the Editorial Committee with power."

Pursuant to the foregoing resolution, the President appointed the following Editorial Committee to serve for the fiscal year beginning June 1, 1929:-

Bleecker Marquette (until 1930)  
Joanna C. Colcord (until 1931)  
Jane M. Hoey (until 1932)  
Howard R. Knight, Ex-officio  
Bertha Freeman Hooper, Ex-officio  
Porter R. Lee, Ex-officio (until 1930)

This Committee begs to submit to the Executive Committee the following Report.

At a meeting in San Francisco, the Committee, on the recommendation of the Executive Staff and the Publisher adopted a larger and more readable type, a new format, and a new binding with modern lettering. It also agreed, following the instructions of the Executive Committee to limit, if possible, the number of pages in the new volume to about the same number as in the old volume.

The Committee, after some preliminary reading of papers presented at San Francisco, met in a three day session on October 17-19, 1929 at Bronxville, New York, and completed its work of editing the Proceedings. Of the papers presented at San Francisco, those submitted by the authors to the Committee

totalled approximately 309,000 words, substantially the same as the total published in the Proceedings for 1928. Papers totalling approximately 206,000 words were approved for publication. The published Proceedings for 1929 will, therefore, include approximately two-thirds as much material as those for 1928. The volume should be distributed soon after January 1, 1930.

Since this method of editing the Proceedings was put into effect this year for the first time, The Committee believes that its procedure should be a matter of record. It believes also that the procedure followed and some program problems disclosed by its study of the papers presented may well be matters for discussion by the Executive Committee. It therefore presents both in some detail in this Report.

#### Procedure of the Committee

The Committee's first decision was to divide the papers submitted for publication into three groups:

- A. Papers which should be printed.
- B. Papers which should be printed if space were available either in full or abstract form.
- C. Papers which had to be omitted.

The Chairman of each Division was asked to classify each paper presented on his program in one of these three groups. Immediately after the San Francisco Conference all papers were read by Mr. Knight, the Editor of the Proceedings and by Mrs. Hooper, the Assistant Editor, independently and similarly classified. Each of the Divisions was assigned to one of the other four members of the Committee who read all of the papers in his assigned Divisions, classifying each as falling into one of the three groups.

When the Committee met, each paper which had been classified as falling in Group A by the Division Chairman (or his representative), by the Conference Staff (Mr. Knight and Mrs. Hooper) and by the one member of the Committee who had read it, was automatically approved for publication. Each paper not unanimously classified as A by a Division Chairman, Staff and one Committee reader was read by at least one member of the Committee and then discussed. If this discussion did not produce agreement as to classification, it was read by the sixth member of the Committee and discussed again.



In following this process the Committee found it necessary to construct certain tests by which papers could be estimated for their publication value. In the judgment of the Committee, for publication in the Proceedings a paper should meet at least one of the following tests:-

1. It should contain new data of practical value to the membership of the Conference.
2. It should present an interpretation of social work or any of its aspects which is not now available.
3. It should have important local significance of a kind which is of application or importance elsewhere.
4. It should present material from a field outside of social work in a way which makes clear the significance of this material for social work.
5. It should have definite historical significance important as a matter of record.
6. If it contains material of any one of the foregoing kinds whose occasional repetition is desirable, a reasonable period should have elapsed since its last previous presentation.

In applying these tests the Committee had several other general considerations in mind. We assumed that the primary purpose of the Conference in publishing the Proceedings was to produce a volume that would be practically useful. We also inferred from the language of the Resolution creating the Committee that the Executive Committee wished to reduce the material as heretofore published in order to increase the usefulness of the Proceedings. We assumed finally that the omission of any paper from the published Proceedings could not be taken as indicative of its inherent quality. A paper may have high value for the program of a Conference in a particular year or a particular city and not be suitable for publication, unless all paper presented are to be published.

The responsibility of editing is heavy and exacting. Some of its problems are included in this Report for whatever interest they may have for the Executive Committee or for future Editorial Committees.



After considerable discussion the Committee decided that its deliberations, so far as they related to actual decisions on particular papers and the proportion of space given to the different Division, would have to be of the "Star Chamber" variety. The task of editing was given by the Executive Committee with power. On no other basis would the job be tolerable. To open the Committee decisions for discussion with authors, with Division Chairmen, with other Conference officials, with any aggrieved Conference members would lead only to endless dispute about matters which can never be settled except by individual judgment. There must inevitably be disagreement with the results of the Committee's work which will become articulate as soon as the new volume appears. This disagreement may well be so acute as to justify the Executive Committee in reconsidering its action in creating an Editorial Committee with power. In that case, the Executive Committee would have three possible courses of action: to abolish the Editorial Committee, to change its present personnel, or to continue the present Committee but with the power of appeal to the Executive Committee by any author or Division Chairman who dissents from the Editorial Committee's exclusion from the Proceedings of a particular paper. The present Committee would cheerfully approve a complete change in the Committee's personnel. It recommends strongly, however, that if an Editorial Committee be continued there be no appeal from its decisions and that its proceedings have the confidential character which the present Committee has adopted. It should be remembered that the Conference encourages authors and others to publish its papers elsewhere than in the Proceedings. A paper excluded from the Proceedings is not, therefore, excluded from other channels of publication.

Another difficult problem is presented by papers which are too long or which include material irrelevant for publication according to the tests raised by those doing the editing. Too many Conference papers exceed by a wide margin the length allotted to them. Many contain paragraphs or pages of material which are not necessary to the presentation of really valuable material which follows or precedes. There seems to be an obsession current among Conference speakers that the way to introduce a subject is to summarize first what has been known about it from earliest times down to the modern era. Quotations which are frequently effective on the platform are lifeless in print. Some authors can apparently introduce their favorite hobbies into any discussion no matter how irrelevant for the subject of the discussion may be. For example, nine manuscripts from as many different Divisions with a total allotment of 24,750 words, when submitted contained 50,900 words.

All this is a normal editing task. Ideally papers in which cuts or revisions are suggested by an Editorial Committee should be returned to the writer with the Committee's suggestions and a request that the paper be resubmitted after revision by the author. Simple enough, except that authors frequently respond with a categorical "All or nothing." Others do not respond at all and the result would be either the omission of really valuable material from the Proceedings or long delay in their publication. This Committee solved this problem in some instances by making cuts and revisions. In a very few cases, papers were referred to authors within easy reach whose promptness in responding could be counted upon. Much against its best editorial principles, the Committee included a few papers greatly in excess of their allotment because they were too valuable to be cut. It was done, however, with the hope that Division Chairmen will not let such situations arise again.

A final editing question arose over the order in which papers are presented in the Proceedings. Heretofore the papers have been presented by Divisions, the Divisions appearing in their numerical order as established by the Executive Committee. In the forthcoming volume, while following in general the Divisional organization, papers having some relation to each other will be printed together regardless of the Divisions in which they were presented. There will be no Division headings nor will any attempt be made to arrange papers in the exact order of the program. The complete program of all the Divisions, including all papers presented whether published or not, will be printed in the volume.

Every paper read at San Francisco which was submitted in manuscript to the Committee was considered for publication. Each paper was considered on its merits and without reference to the total allotment of space to any one Division. It was not until the final selection of papers for publication had been made that the Committee estimated the amount of space which its selection had allotted to each Division. In the judgment of the Committee, the arrangement of the papers arbitrarily instead of as groups under Division headings tends to offset any appearance of discrimination against Divisions. It might be added that the relatively small space allotted to some Divisions in the Proceedings was due to the fact that, in the judgment of the Committee frequently reinforced by the judgment of the Chairman, relatively few of the papers submitted in a particular Division were suitable for publication, although we repeat that they were in many instances excellent papers for presentation to the Conference audience.

### Program Problems.

The Editorial Committee was given no responsibility in connection with the planning of the Conference program. Some problems of program building emerged in the deliberations of the Committee, however, which are transmitted to the Executive Committee for any consideration the Executive Committee may wish to give them.

The programs of several Divisions included papers by authors from other fields than social work. In the judgment of the Editorial Committee, Division Chairmen in inviting physicians, clergymen, business men and others to present their ideas or experiences to the Conference should urge them to go as far as they reasonably can in suggesting the relation of such material to social work or the specific uses to which it may be put in the practice of social workers.

Many excellent papers were written on subjects which had previously appeared on the program and which presented little new material. It is suggested that each Division Chairman in planning his program study carefully the previous programs of his Division and avoid the repetition of subjects except where there is reasonable assurance of their being presented with new material.

Some highly important subjects were quite inadequately treated in papers presented at San Francisco. Apparently this difficulty is traceable in part to a lack of preparation by writers, in part to the inherent difficulty of the subjects and in part to the selection of speakers not sufficiently qualified in the subjects assigned. This difficulty probably can not be completely overcome but it may possibly be controlled to some extent by greater care in the selection of speakers in terms of the requirements of the subject.

In the judgment of the Editorial Committee the use of abstracts for some papers is likely to be an important part of the editorial work. Only one such abstract was submitted although by action of the Executive Committee this year each speaker was to submit an abstract of his paper as well as the complete manuscript. It is recommended that the Division Chairmen in arranging for speakers make it clear in each instance that an abstract is expected as well as the full manuscript.

There were some instances this year, and there have been others in previous years, of the appearance of the same speaker in more than one Division program. It is the judgment of the



Editorial Committee that this is usually unwise and the Committee recommends that no speaker be invited to appear more than once at the same Conference.

We should like to urge that new forms of authority be devised which will insure speakers keeping their papers within the allotted length. This seems to be primarily the responsibility of the Division and Program Committees. The Conference now has a rule on the subject but it is more honored in the breach than in the observance.

There is a tradition, although the Editorial Committee can find no specific source for it, that the right of publication of Conference papers rests with the Conference. Under this tradition it is natural to assume that every paper presented at the Conference will be submitted for publication. In several instances speakers this year declined to submit their papers, as they wished to publish them elsewhere. As a matter of fact, the Conference now encourages the publication of any Conference paper elsewhere than in the Proceedings, although the Conference itself does not arrange for such publication. The Editorial Committee suggests that the Conference continue to encourage the publication of papers elsewhere by authors but stipulate that in every case such papers must be submitted to the Editorial Committee for publication in the Proceedings, provided the Editorial Committee wishes to include them. Again this seems to be a stipulation which should be passed on by the Division Committees to those whom they invite to participate in the program.

All of which is

Respectfully submitted,

Bleecker Marquette, Chairman  
Joanna C. Colcord  
Jane M. Hoey  
Howard R. Knight  
Bertha Freeman Hooper  
Porter R. Lee

Minutes of the Executive Committee

The National Conference of Social Work

April 11, 1930, in the Clubroom of the New York School of Social Work

The following members were present: Mr. Bruno, Miss Burleigh, Mr. Conant, Mr. Holbrook, Mr. Jones, Dr. Kirchwey, Mr. Lovejoy, Reverend McEntegart, Dr. Hiscock, Mrs. White, Miss Cannon, Mr. Eklund and the General Secretary.

In the absence of the President and the first Vice-President, the Secretary called the meeting to order. Upon motion duly made and seconded, Dr. Kirchwey was elected Chairman pro tem and immediately took the chair.

The minutes of the preceding meeting having been distributed to all members of the Executive Committee by mail immediately following the last meeting, it was by common consent agreed to dispense with their reading at this time.

In the absence of the Treasurer, the Secretary presented the financial statement as of March 31st. Upon motion duly made and seconded, it was

Voted that the financial statement be accepted and placed on file. (See copy attached.)

A communication from the International Hygiene Congresses to be held in Dresden in the summer of 1930 requesting the appointment of delegates of the National Conference of Social Work was presented to the Executive Committee. Upon motion duly made and seconded, it was

Voted that the President be authorized to appoint as delegates of the National Conference of Social Work to the International Hygiene Congress at Dresden such members of the Conference as in her judgment could well represent the Conference at Dresden and who also might be planning to be in Europe this summer and could attend the International Hygiene Congress.

A communication from the American Academy of Political and Social Sciences requesting the appointment of official representatives at its annual meeting in Philadelphia on May 2nd and 3rd was presented to the Executive Committee. Upon motion duly made and seconded, it was

Voted that Mr. Sherman C. Kingsley and Mr. Karl de Schweinitz of Philadelphia be appointed as the official representative of the National Conference of Social Work at the annual meeting of the American Academy of Political and Social Sciences.



The Secretary informed the Executive Committee of some of the difficulties that have arisen in making proper arrangements for the meetings of the American Birth Control League in Boston due to the attitude of the municipal authorities of Boston toward the subject of birth control. He reported that adequate reservations for the meetings of the League had been secured in one of the churches and that a booth had been provided at the Conference headquarters in the Hotel Statler. There has been some question on the part of representatives of the American Birth Control League as to the desirability of the facilities provided with an apparent desire to force the issue of birth control in Boston by trying to secure their meetings in a public hall which would be subject to action on the part of the municipal authorities, thus forcing the issue into the public press. The Secretary has informed his local representative in charge of meeting-places to assure the American Birth Control League that the facilities provided are in our judgment adequate and the best available under all the circumstances. If they do not care to use these, they are at perfect liberty to make any arrangements they wish on their own responsibility. In regard to the booth at headquarters, the Secretary informed the representative of the American Birth Control League of the possible difficulties in the situation and pointed out that if opposition developed, which is not anticipated, that might seriously affect the Conference as a whole, so far as its arrangements were concerned, that we should expect them to voluntarily withdraw from their booth. The League has acquiesced in this agreement. The Secretary wished to place the matter before the Executive Committee for approval of the action taken or for further instructions. Upon motion duly made and seconded, it was

Voted unanimously to approve the action taken by the Secretary and his representatives.

Because of the unexpected inability of the Chairman of the Finance Committee, Mr. Stillman, to be present at the meeting of the Executive Committee, the Secretary presented the report of the Finance Committee. This had been submitted in writing to the members of the Executive Committee prior to the meeting. It was pointed out that the first part of the report was a report of progress on the part of the Finance Committee in carrying out the previous instructions of the Executive Committee, that the second part made several recommendations growing out of the study of the Finance Committee which required Executive Committee action. By mutual agreement, the Executive Committee turned to the consideration of the first recommendation of the Finance Committee, namely, that the question of the voting privilege of institutional members be clarified.

During the discussion of this question it was pointed out that there is considerable confusion as to just how the amendment affecting the voting privilege of organization members passed at San Francisco should be interpreted.

Competent advice has shown that there are several possible interpretations. It is necessary that a definite interpretation be authorized before the voting begins at Boston. It was also pointed out that it has come to the attention of a number of people that there was considerable confusion at the time of the San Francisco meeting as to exactly what the issue at stake was. Essentially it is a question of policy that is involved, whether or not social agencies that are institutional members of the Conference as defined in the Constitution and By-Laws shall or shall not be entitled to vote through a representative. Implied in this question of policy is also the question as to whether or not the representative of an institutional member who casts its vote, assuming that it is entitled to one, shall be entitled to also cast his own vote if he should be entitled to vote because of personal membership in the Conference. It was pointed out that under any circumstances, the question should be definitely and clearly settled and that an amendment should be adopted at Boston that would definitely clarify the situation. After thorough discussion, the following action was taken. Upon motion duly made and seconded, it was

Voted unanimously that the interpretation of the amendment passed at San Francisco relative to the voting privilege of institutional members of the Conference contained in the report of the Finance Committee, which in turn was secured from the Chairman of the Elections Committee of the Conference for the past few years, should be adopted as the official interpretation for the Boston meeting. It is as follows:

"An institutional member in order to vote:

1. Must be a member in good standing at the time of voting, and must also have been a member in good standing at the preceding election, as required for individual members by Section VIII.
2. Must be represented by a person who is himself a member of the Conference with credentials satisfactory to the chairman of the election committee (the By-Laws make no stipulation.)
3. Such membership ( of the representative) would be satisfied by proof of payment of dues at the current session. It would not be necessary for such representative to show that he was qualified to vote as an individual member, i.e., he would not have to show that he was a member in good standing at the previous session.

This is a restrictive amendment, and must therefore be construed strictly."

Upon motion duly made and seconded, it was

Voted unanimously to approve and recommend to the Conference that the following amendment be adopted at Boston in place of the one adopted at San Francisco.

"Any institutional member and any institution, which is a contributing member as defined in Article 1 of these By-Laws, may cast its vote at any annual meeting of the Conference, by designating any member of its board or staff who shall appear personally to cast the said ballot."

This amendment definitely establishes the right of institutional members to vote through a representative. It was agreed by the Executive Committee that if this amendment should pass at the Conference, it would be necessary for the Executive Committee to establish regulations for making the proper designations on the part of institutional members and the filing of such authorizations prior to the beginning of voting at the Conference.

Upon motion duly made and seconded, it was

Voted unanimously that the Secretary prepare a statement which should be later submitted by mail to the members of the Executive Committee for approval and then sent to all members of the Conference prior to the Boston meeting that should cover the following points:

a) the present confusion concerning the meaning of the amendment passed at San Francisco and the interpretation authorized by the Executive Committee.

b) the question of policy involved.

c) the arguments briefly stated that have been presented on both sides of the question.

d) the amendment approved by the Executive Committee, which, if it is the desire of the Conference membership, will definitely establish the right of institutional members to vote through a representative. Also an alternative amendment, which, if it is the desire of the membership of the Conference, will definitely limit the voting privileges of the Conference to personal members.

e) definite notice that the whole question will be presented at the first Business Session of the Conference in Boston for discussion and action.

The Committee next considered the recommendation of the Finance Committee relative to the registration fee now charged at the Conference. After thorough discussion and upon motion duly made and seconded, it was

Voted that beginning with the Conference in Minneapolis in 1931, the registration fee of twenty-five cents now charged to all persons be abolished; that all members of the Conference have



the privileges of the Conference without payment of further fee; that institutional members of the Conference be issued prior to the annual meeting attendance cards or other means of identification for the benefit of members of their staff or board who wish to attend the annual meeting and that such identification shall entitle such persons to all the privileges of attendance at the Conference; that in the city where the Conference is being held arrangements be made for the attendance of board members or other lay leaders who might wish at the suggestion of executives or other social workers to attend one or more particular meetings so that such attendance be made possible without payment of a further fee, and that all other persons attending the Conference who are not themselves members of the Conference or on the staff or board of agencies that are members of the Conference be charged a registration fee of \$2.00.

The next recommendation of the Finance Committee having to do with the number of new institutional memberships required from the city or locality in which the Conference meets each year was considered. Upon motion duly made and seconded, it was

Voted that the present requirement of sixty new institutional memberships for one year be abolished and that in its place forty new institutional memberships, each continuing for two years, shall be required, this requirement to go into effect in the contract with the city selected for 1932.

The recommendation of the Finance Committee relative to certain expenses of the annual meeting now paid by the local community was then considered. After discussion, and upon motion duly made and seconded, it was

Voted that hereafter the Conference assume the hotel and living expenses of its own staff members, and furnish to the local community a reasonable number of Conference Bulletins without cost for promotion of attendance.

The resignation of the Treasurer of the Conference, Mr. C.M. Bookman of Cincinnati, was then presented. There were many informal expressions of regret that Mr. Bookman found it necessary to resign as Treasurer and expressions of appreciation of his valuable service and leadership in the affairs of the Conference for the past ten years. Upon motion duly made and seconded, it was

Voted that the Executive Committee accept the resignation of Mr. Bookman as Treasurer with sincere regret and with great appreciation of his valuable service to and leadership in the Conference for the past decade and instructed the Secretary to advise Mr. Bookman to that effect.

The Chairman then asked for nominations for Treasurer to fill the unexpired term of Mr. Bookman. Mr. C.C. Stillman of Columbus, Ohio, was nominated. There being no further nominations, upon motion duly made and seconded, it was

Voted that Mr. C.C. Stillman be elected Treasurer to fill the unexpired term of Mr. Bookman.

Dr. Kirchwey read a letter from Miss Sophonisba P. Breckinridge of Chicago in which she recommended, first, that a committee of the National Conference be appointed to canvass the present possibilities for closer relations with the American Association of Social Workers; second, that a request be addressed to the Executive Committee of that Association asking the appointment of a similar committee; third, that there be a joint meeting of these two committees in Boston for the said purpose. Miss Breckinridge's purpose in these recommendations is that consideration be given to a proposal made in the past that an amalgamation be brought about whereby the Conference should become the annual meeting of the American Association of Social Workers.

After discussion of the proposal and upon motion duly made and seconded, it was

Voted that the President appoint a committee of three to meet with a similar committee from the American Association of Social Workers provided such Association also complies with Miss Breckinridge's request and creates such a committee.

The attention of the Committee was called to the 1929 volume of the Proceedings which had recently appeared from the press. Upon motion duly made and seconded, it was


Voted that the Executive Committee heartily approves the new plan for the editing of the Proceedings and offers its congratulations to the Editorial Committee responsible for the 1929 volume.

The Secretary called the attention of the Committee to the fact that it would have to elect two new members of the Program Committee at the meeting in Boston and recommended that the Executive Committee appoint a Nominating Committee of two to give serious consideration to nominees for these two positions. Upon motion duly made and seconded, it was

Voted that the President appoint two members of the Executive Committee as a special committee to submit nominations for election to the Program Committee at Boston.

There being no further business, upon motion duly made and seconded, it was

Voted to adjourn.

  
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General Secretary.



NATIONAL CONFERENCE OF SOCIAL WORK  
FINANCIAL STATEMENT

June 1 -- March 31, 1930

Operating Balance, June 1 \$ 783.76

Receipts, June 1 - March 31.

Memberships	\$18,966.00
Contributions	595.40
Sales, Bulletin	195.15
Sales, Proceedings	602.16
Interest	28.78
Transfer from Reserve Fund	3,887.63
Registration Fees	890.65
Refunds	78.25

Total

Total Receipts and Balance

25,244.02

\$26,027.78

\*Expenditures

Salaries	\$12,966.41
Travel	6,072.57
Printing	2,306.94
Postage	714.36
Supplies	584.13
Telephone & Telegraph	347.22
Rent & Light	1,028.78
Equipment & Repairs	315.54
Miscellaneous	631.25
Refund	12.00

Total

Balance

24,979.20

\$ 1,048.58

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\*Functional Distribution of Expenditures.

Administration	\$10,139.82
Membership & Publicity	2,345.84
Annual Meeting	4,539.66
Proceedings	601.82
Bulletin	931.02
Office Operation	6,042.84
Other	378.20
	<u>\$24,979.20</u>

A Statement to Be Sent to All Members of the National Conference of  
Social Work

At its business session in San Francisco, the National Conference of Social Work adopted the following amendment affecting the voting privilege of institutional or organization members of the Conference.

Article 8 - Paragraph 3.

"The representative of an institutional member, who is not himself a member of the Conference, shall have the right of discussion but not of vote at any annual meeting of the National Conference of Social Work."

This amendment was a substitute amendment presented in the place of one that had been prepared by the Executive Committee of the Conference designed to clarify the voting privilege of institutional members and to limit the privilege of casting the vote of an institutional member to a member of its board or staff present at the Conference. Since the adoption of the amendment a number of questions have arisen from various members of the Conference as to its interpretation.

There are several possible interpretations. Does the amendment as adopted abolish the right of institutional members to vote through a representative and limit the right to vote to personal members? Or does it limit the right to cast the ballot of an institutional member to persons who themselves are members of the Conference and if so, can such a person cast both the ballot to which he may be personally entitled and also the ballot of the institutional member he officially represents? It does bring to the front a real question of policy that should be clearly decided by the Conference membership.

Because of this confusion, after securing competent advice, the Executive Committee at its meeting on April 11, 1930 adopted an official interpretation of this amendment in order to avoid misunderstandings at the Boston meeting. This interpretation has been published in the May Bulletin and is as follows:

"An institutional member in order to vote:

1. Must be a member in good standing at the time of voting, and also a member in good standing at the preceding election, as required for individual members in Section VIII.
2. Must be represented by a person who is himself a member of the Conference with credentials satisfactory to the chairman of the election committee (the By-Lawsmake no stipulation.)

3. Such membership (of the representative) would be satisfied by proof of payment of dues at the current session. It would not be necessary for such representative to show that he was qualified to vote as an individual member, i.e., he would not have to show that he was a member in good standing at the previous session.

This is a restrictive amendment, and must therefore be construed strictly."

There is a real question of policy involved. It is as follows:

a) Shall institutional or organization members of the Conference, namely, agencies or organizations that maintain a sustaining membership at \$10.00 per year or an institutional membership at \$25.00 per year, be entitled to a vote at the Conference through a representative designated by themselves.

b) Implied in the above is a further question of policy which must be considered. It frequently happens that the sole representative of an institutional member at the Conference is also a personal member of the Conference. If the organization, as such, is entitled to a vote through its representative, shall the representative who is also a personal member of the Conference be entitled to cast both the ballot to which he is personally entitled and also that of the organization which he represents or must he choose between the two and either he, as an individual, or the organization, as such, lose their vote under these circumstances.

Regardless of which way this question of policy is decided by the Conference, the decision should find clear expression in the Constitution and By-Laws.

If it is the desire of the Conference after careful consideration to limit the voting privilege to personal members and to do away with the now existing right of institutional members, as such, to vote, it can be accomplished by adopting the following amendment to the By-Laws in the place of the one adopted at San Francisco:

"To amend Article 8 of the By-Laws by eliminating the third paragraph and substituting therefor the following:-

"An institutional member, or an institution or agency, which is a contributing member as defined in Article 1 of these By-Laws, may not cast a vote through a representative, the voting privilege being reserved for personal members of the Conference."

If it is the desire of the Conference after careful consideration to reaffirm the right of an institutional member to vote through a representative, the following amendment will accomplish that purpose:-

"To amend Article 8 of the By-Laws by eliminating the third paragraph and substituting therefor the following:

"Any institutional member and any institution, which is a contributing member as defined in Article 1 of these By-Laws, may cast its vote at any annual meeting of the Conference, by designating any member of its board or staff who shall appear personally to cast the said ballot."

The above amendment, reaffirming the right of institutional members to vote through a representative, after careful consideration at its last meeting, was approved by the Executive Committee of the Conference for presentation to the Conference at its next Business Session in Boston. Obviously if the second amendment should be adopted by the Conference, the Executive Committee would establish adequate regulations for the method of designating representatives to cast the ballot of institutional members and the filing thereof.

There is no desire or intent in this statement to the members to argue either for or against either policy. However, it may be helpful if the arguments that have been presented are briefly summarized. Other arguments or phases of the question will occur to thoughtful members of the Conference.

It has been stated in support of the policy of limiting the voting privilege to active members of the Conference, namely, individuals,

That organizations, as such, have no way of determining in advance their position on questions of policy or their support of various candidates for office in as much as it is not known in advance of the annual meeting what questions of policy are coming up for discussion or what candidates for office are being nominated. The position of the organization member therefore is left entirely to the judgment of their representative who is present at the meetings of the Conference when these questions are presented.

That when the representative of an organization member is also a personal member of the Conference, it places two votes in the hands of one individual resulting in "plural voting".

That institutional members of the Conference, who pay the larger membership fee and hence share a large part of the financial support of the Conference, regard this as a contribution rather than a membership and would be, or ought to be, glad to continue this as a contribution without representation by vote in the affairs of the Conference.



It has been stated in support of the policy of continuing the voting privilege of institutional members, as such:

That agencies and institutions are, according to our Constitution and by-Laws, members of the Conference rather than contributors and as such should be entitled to a vote.

That as organizations in social work they have a real interest in the affairs of the Conference and should be entitled to express that interest, not only through financial support but through definite representation in the making of decisions. Some institutional members of the Conference are represented at the annual meeting by but one member of their staff or board. The interest of the agency is and should be continuous. Its representation in many cases is not. Hence the institutional member should have the right to designate any member of its board or staff who may be present at any annual meeting to cast its ballot.

That those instances where one individual casts a ballot to which he is personally entitled because of being a qualified voting member of the Conference and another as the representative of an organization that is also a qualified voting member of the Conference are not in fact "plural voting" in as much as in one of these capacities the individual acts as a representative and not on his own behalf.

The whole question will be presented at the annual Business Meeting, Wednesday, June 11, 1930, for the consideration of the Conference.

This statement is authorized by the Executive Committee of the Conference.



Report of the Finance Committee to the Executive Committee  
of the National Conference of Social Work

April 11, 1930.

Introduction.

In accordance with the action of the Executive Committee, the President of the Conference, Miss Van Waters, appointed the following Finance Committee to study the present financial policy of the Conference, work out a future financial policy and organize such machinery as is necessary to provide adequate finances to carry on the expanding program of the Conference. The personnel of the Committee is as follows: Mr. Charles C. Stillman, Chairman; Mr. Rowland Haynes of Chicago; Miss Blanche Renard of St. Louis; Mr. Karl de Schweinitz of Philadelphia; Mr. Alfred F. Whitman of Boston; and the General Secretary.

Because of the distance involved and the difficulty of holding frequent Committee meetings, the Chairman of the Committee and the Secretary of the Conference prepared considerable material prior to any meetings of the Committee. Two Committee meetings have been held, one in Chicago, at which Mr. Haynes and Miss Renard together with the Chairman of the Committee and the Secretary were present, the second in New York at which Mr. Whitman and Mr. de Schweinitz together with the Chairman of the Committee and the Secretary were present. The same material was discussed at both meetings and substantial agreement was arrived at on the various matters presented. The Finance Committee therefore reports and recommends as follows:

I. That an effort should be made at once to increase the regular income of the National Conference of Social Work to approximately \$50,000 per year in order to maintain the present service and to provide for the program of the Conference as outlined in the reports presented to the Executive Committee under dates of October 1, 1928 and June 1, 1929 and approved by the Executive Committee. It believes that this amount is reasonable for the program of the Conference and is possible to secure.

II. Increased Membership.

It recommends that the needed income be provided through increasing the membership of the Conference. After considerable discussion, it was agreed that the various classes of membership should remain as they are with the possible addition later on of a new form of contributing member at \$100.00 per year. It is expected that the increase in membership will continue in about the same proportions as now exist between the various classes of membership and our estimates have been made on that basis. At the same time it recommends that special emphasis be placed on institutional or organization memberships as these have the greatest tendency to be permanent and represent and will probably continue to furnish from one third to one half of the total income.

The present membership of the Conference is approximately 3500 in all classes. It is recommended that every effort be made to double this membership during the first year, and that the campaign efforts be continued over a period of years, probably not more than four, so as to ultimately increase the membership to approximately 10,000.

Inasmuch as the above require no constitutional change or further action on the part of the Executive Committee and in compliance with the mandate of the Executive Committee, the Finance Committee has proceeded with the organization of a Membership Campaign Committee.\*

The Finance Committee gave serious consideration to several matters which do require action on the part of the Executive Committee and respectfully submit the following recommendations to the Executive Committee.

III. We recommend that the whole question of the voting privilege of organization members be reviewed carefully and thoughtfully and that provision be made for the re-establishment of the right to vote on the part of institutional or organization members. This will require a constitutional amendment.

A word of explanation is needed here. A year ago the Executive Committee in an attempt to avoid any undesirable election practices and to clarify definitely the voting privilege of organization members, presented an amendment with its approval to the Conference. When the matter came before the Conference for action a substitute amendment was proposed from the floor which after considerable discussion was adopted in place of the one recommended by the Executive Committee. In the judgment of many persons present at that meeting, the intent of the substitute amendment was first to prevent any one individual from casting more than one ballot, and second to abolish the right of organizations as such to vote through a representative.

There is some question as to whether the actual wording of the amendment carries out the intent outlined above. Questions have been raised from several quarters as to whether or not an organization could vote at Boston and if so under what circumstances. Entirely aside from the effect on the finances of the Conference, which in the judgment of your Committee, would be serious if organizations as such were not entitled to a vote in the affairs of the Conference, we believe the principle is wrong. Any member of the Conference, whether an organization or an individual, should be entitled to one vote in the affairs of the Conference.

\*(On March 18th, Mr. Robert W. Kelso of St. Louis, Missouri, accepted the Chairmanship of the Membership Campaign Committee and is proceeding at once to organize his Committee.)

At our request, the Chairman of the Elections Committee last year has advised as follows as to the effect of the new amendment and what regulations will be in effect at Boston under its provisions. They are as follows:

" . . . . . hence I would rule, that an institutional member in order to vote:

1. Must be a member in good standing at the time of voting, and also a member in good standing at the preceding election, as required for individual members in Section VIII.

2. Must be represented with credentials satisfactory to the chairman of the election committee (the By-Laws make no stipulation), by a person who is himself a member of the Conference.

3. Such member would be satisfied by proof of payment of dues at the current session. It would not be necessary for such representative to show that he was qualified to vote as an individual member, i.e., he would not have to show that he was a member in good standing at the previous session.

I would rule as above, because this is a restrictive amendment, and must therefore be construed strictly. As Chairman of the election committee, I would not feel at liberty to go farther than the words of the amendment could take me."

We believe that the Executive Committee should give earnest and serious thought to this whole question and if, as a result of that consideration, any change is desirable, that a proper amendment should be drafted, the whole question discussed in the May Bulletin of the Conference and brought before the Business Session of the Conference in Boston.

#### IV. Registration Fee.

Your Committee recommends that the present registration fee of twenty-five cents charged everyone who registers at the Conference regardless of membership be abolished and that no special fee be charged to members of the Conference; that the membership card of personal members be sufficient identification for attendance at any and all meetings of the Conference, that each organization member be issued at the time that the railroad certificates are sent to them an appropriate number of attendance cards which will entitle their staff and board members to attend the Conference, and that all persons registering at the Conference and attending its sessions who are not personally members or on the staff or board of organization members be charged an attendance fee of either \$2.00 or \$3.00. There was some difference of opinion in the Committee as to the exact amount but no one suggested less than \$2.00 or more than \$3.00. It is the opinion of your Committee that the value of the Conference to an individual who is attending its sessions more than justifies the charging of this fee. If favorable action is



taken on this recommendation, it will probably have the tendency to cut down somewhat casual attendance at Division meetings. This is not necessarily an undesirable result. General Sessions of the Conference should be open to the public regardless of membership and so advertised. Also in the city where the Conference is meeting special provision should be made for the attendance at particular meetings on the part of board members or other interested citizens at the invitation of local agencies. The mechanics of this can be easily handled.

#### Associate Group Membership.

The suggestion has come to your Committee from several sources that in view of the services rendered to Associate Groups, meeting with the Conference, by the Conference staff and organization that the membership fee of such groups should be increased. After careful consideration both of the cost to the Conference and of the contribution to the Conference which these organizations make, it is the judgment of your Committee that no change should be made in the present arrangement and that Associate Groups should not be charged a larger membership fee than any other organization.

#### Readjustment of Local Financial Arrangements.

Each city entertaining the Conference agrees to assume certain expenses incident to the annual meeting. These have grown up pretty largely through custom and by occasional modifications on the part of the Executive Committee. At the present time each local city in addition to what bills it pays itself, which amount to from \$7,000 to \$12,000 each year, agrees to secure for the Conference at least sixty new organization members from the city or territory in which we are meeting. In some cases these have to be secured from organizations so distant from social work that the mortality rate of these memberships is very high.

Some of the expenses incident to the annual meeting which have been charged to the local community are rather difficult to explain logically. For example, the local community has for many years paid the hotel and living expenses of not more than five members of the staff of the Conference for a period of ten days during the Conference. Local committees find it difficult to understand why they should pay such a bill. After considering the entire set-up, your Committee recommends:

V. That the requirement of local cities for sixty new institutional memberships continuing for one year shall be changed to forty new institutional memberships, each of which must continue for two years.

Now that the Conference is selecting its meeting place two years in advance this is possible. Such a requirement places a smaller financial burden on the local agencies in any given year and we believe will help to establish the habit of continuous membership in the Conference.



VI. It is further recommended that certain expenses incident to the meetings that have heretofore been charged to the local community in an amount approximately equal to the increased income from institutional memberships be assumed by the Conference. These expenses would be hotel and living expenses of members of the staff, the cost of a reasonable number of Conference Bulletins used by the Local Committee in promoting attendance. The Conference should furnish a reasonable amount of these Bulletins to the Local Committee for this purpose. If they wish additional copies in quantities for a wider distribution than normally takes place, they can then be charged at a cost basis.

The net result of the changes recommended above would be a readjustment of expenses, reducing some of the bills now paid by the local community and increasing the total amount received from new institutional memberships by approximately the same amount.

C.C. Stillman, Chairman  
Rowland Haynes  
Blanche Renard  
Karl de Schweinitz  
Alfred Whitman  
Howard R. Knight, ex-officio

Minutes of Executive Committee  
National Conference of Social Work

June 8, 1930, 3:00 P.M.

Hotel Statler, Boston

The following members were present: Miss Van Waters, Miss Breckinridge, Miss Cannon, Mr. Conant, Miss Cottrell, Mr. Eklund, Dr. Hiscock, Mr. Holbrook, Dr. Kirchwey, Mr. Lovejoy, Reverend McEntegart, Mr. Murphy, Mrs. Kenneth F. Rich, Miss Margaret E. Rich, Reverend Siedenburger, Dr. Schumacher, Mr. Stillman, Miss Vaile, Mrs. White, Mrs. Woods and the General Secretary.

The Treasurer presented the report of the auditor as the Treasurer's report for the year. (A copy is attached herewith. The original is on file in the Secretary's office and also in the office of the Treasurer. A complete report will be published in the August Bulletin). Upon motion duly made and seconded, it was

Voted that the report of the Treasurer be accepted and filed.

The Secretary presented a proposition from the Minnesota Conference of Social Work requesting that the National Conference of Social Work authorize a joint membership in the Minnesota State Conference and the National Conference of Social Work for the coming year with a reduction in the membership fee for the joint membership as follows: that the Minnesota State Conference would reduce its annual membership fee of \$3.00 per year to \$2.00 providing that the National Conference would reduce its \$3.00 membership fee to \$2.50 and its \$5.00 membership fee to \$4.50. After discussion and upon motion duly made and seconded, it was

Voted to accept the proposition of the Minnesota State Conference so far as new members in the National Conference of Social Work were concerned and for the period of one year.

Upon motion duly made and seconded, it was

Voted that the President appoint a Committee of Tellers and a Committee on Election to conduct the annual election of officers. The President announced the following committees:

Committee of Tellers: Elmer Scott, Dallas, Texas, Chairman; Edward Lynde, Cleveland; Katherine T. Kerwin, Baltimore; Louise Clevenger, St. Paul; Edna Zimmerman, Springfield, Illinois; Victor Woodward, Grand Rapids, Michigan.

Committee on Election: William Hodson, New York City, Chairman; Margaret F. Byington, Summit, New Jersey; H. J. Early, Birmingham, Alabama; Mary B. Holsinger, Albany, New York; Ralph Barrow, Hartford, Connecticut; Oliver Friedman, Milwaukee, Wisconsin; Herbert D. Williams, Chicago; Effie Doan, Des Moines; Ruth Kolling, Salina, Kansas; Katherine Hardwick, Boston.

Mrs. Kenneth F. Rich, Chairman of Division X - The Immigrant, raised the question as to the policy of the Conference in not going on record by resolution on questions of social policy, and called attention to the grave situation in relation to the quota law on immigrant families. She asked if there were any reason why the Conference should not reconsider its attitude so as to permit either the Division or the Conference, if it so desired, to express itself on this question. (After very full and free discussion, and upon motion duly made and seconded, it was

Voted that the policy of the Conference that has been adhered to in the past regarding resolutions on questions of policy shall be adhered to and that no resolution which would bind the Conference to a position of any kind shall be presented or acted upon by the Conference and that this policy shall apply to Divisions of the Conference and special committees of the Conference as well as to the Conference as a whole.)

Upon motion duly made and seconded, it was

Voted to adjourn.

*Howard R. King, Jr.*  
Secy.

Minutes of Executive Committee  
National Conference of Social Work

June 10, 1930, 4:00 P.M.

Hotel Statler, Boston

The following members were present: Miss Van Waters, Mr. de Schweinitz, Mr. Bradley, Miss Breckinridge, Mr. Bruno, Miss Cottrell, Mr. Eklund, Dr. Hiscock, Mr. Holbrook, Mr. Jones, Mr. Klein, Mr. Lovejoy, Reverend McEntegart, Mrs. Kenneth F. Rich, Mr. Stillman, Miss Vaile, Mrs. Woods, and the General Secretary.

Miss Gertrude Vaile, Chairman of the committee to nominate two new members for the Program Committee to serve for terms of three years reported the nomination of Mr. Cheney C. Jones of Boston and Mr. Otto F. Bradley of Minneapolis, Upon motion duly made and seconded, it was

oted

to elect them members of the Program Committee for a term of three years.

The Committee on Time and Place not being yet ready to report, the Executive Committee adjourned until 10:00 P.M. of the same day.

Upon reassembling at 10:00 P.M., Mr. Whitman, Chairman of the Time and Place Committee reported that the Committee had given serious consideration to invitations from Philadelphia; Baltimore; Columbus, Ohio; Richmond, Virginia; and Detroit, Michigan; that after serious consideration, it unanimously recommended Philadelphia as the meeting place for 1932.

In making his report, Mr. Whitman recommended on behalf of the Committee on Time and Place that the Conference staff prepare a schedule of desired information that should be sent to all cities inviting the Conference for them to fill in and submit with their invitations so that the Time and Place Committee in considering these invitations would have certain comparable information regarding each city. The Secretary agreed to have this done so that no motion was necessary.

Upon motion duly made and seconded, the meeting adjourned.



Minutes of Executive Committee

National Conference of Social Work

June 12, 1930, 4:00 P.M.

Hotel Statler, Boston

The following members were present: Miss Van Waters, Mr. de Schweinitz, Miss Addams, Mr. Bradley, Mr. Conant, Dr. Hiscock, Mr. Holbrook, Dr. Kirchwey, Mr. Lovejoy, Reverend McEntegart, Mr. Murphy, Mrs. Kenneth F. Rich, Miss Margaret E. Rich, Dr. Schumacher, Mr. Stillman, and the General Secretary.

The General Secretary reported for the Program Committee, outlining the work that had been done particularly by the sub-committee on Program Content in compiling a list of research projects that might be available for Conference program material, the action that they had taken and their plans for the future. He also presented the recommendation of the Program Committee of a schedule of Joint Sessions. Upon motion duly made and seconded, it was

Voted

to adopt the schedule of Joint Sessions. For the information of the Executive Committee, particularly the Division Chairmen, the tentative time schedule for Division meetings for the meetings in Minneapolis in 1931 was distributed.

Miss Caroline deF. Penniman of Middletown, Connecticut addressed the Executive Committee calling attention to the needs of the executives and staffs of correctional institutions for boys and girls and the fact that apparently there had been very little in the program in recent years for the discussion of topics of value to them. She also called attention to the difficulties of a person serving on one of the Division Committees making much of a direct contribution. The whole situation was discussed freely and frankly in the committee and by general consent it was agreed that the various Division Chairmen should so far as possible bear in mind the needs of this group when preparing their programs another year.

There being no further business, the meeting adjourned.

*Howard C. Gray*  
Secy.

Minutes of Program Committee  
National Conference of Social Work

June 12, 1930, 8:00 A.M.

Hotel Statler, Boston

The following members were present: Miss Van Waters, Miss Lathrop, Miss Dawley, Mrs. Conrad, Reverend Keegan, Mr. Harrison, Mr. Lurie and the General Secretary. Miss Pearl Salsberry and Mr. Otto Bradley of Minneapolis were invited to meet with the Committee. The General Secretary presented reports from the Sub-Committee on Program Content and the Sub-Committee on Program Organization as authorized by those Committees. ( See minutes of these committees attached ). Upon motion duly made and seconded, it was

Voted to adopt the schedule of Joint Sessions as recommended by the Sub-Committee on Program Organization and ordered sent to the Division Chairmen with a carefully prepared statement from the Secretary showing that this schedule was recommended as a basis for the organization of Joint Sessions rather than as a hard and fast regulation which must be followed. It was distinctly understood that the Program Committee had no desire to be dictatorial in its relationship to the Division Committees.

The Secretary presented the tentative time schedule for Division meetings for the Minneapolis meetings. Upon motion duly made and seconded, it was

Voted to adopt the schedule as prepared. (See copy attached).

Suggestions were asked concerning possible General Session topics for the next year. Miss Lathrop urged that special consideration be given to some speaker on the subject of the American Indian, pointing out the particular importance of this subject at this time.

Miss Salsberry and Mr. Bradley of Minneapolis reported various suggestions, which came from a meeting held in Minneapolis, for subject matter which the group there felt might be desirable on the various Division programs at Minneapolis. Their suggestions will be consolidated and forwarded to Division Chairmen in a memorandum.

There being no further business, the meeting adjourned.

*Howard R. King, Jr.*  
Secretary

Minutes of Executive Committee Meeting

National Conference of Social Work

Hotel Statler

Saturday, June 14, 1930

The following members were present: Miss Miriam Van Waters, Dr. Richard C. Cabot, Mr. Frank J. Bruno, Mr. J. Prentice Murphy, Miss Jane Addams, Mrs. Kenneth F. Rich, Dr. George W. Kirchwey, Mr. Karl de Schweinitz, Miss Dorothy C. Kahn, Mr. Paul L. Benjamin, Miss Margaret E. Rich, Dr. Ellen C. Potter, Mr. Edwin Eklund, Mr. David H. Holbrook, Mrs. Robert A. Woods, Mr. Owen R. Lovejoy, Mr. Leroy A. Halbert, Mr. Raymond Clapp, Miss Louise Cottrell, Reverend Bryan J. McEntegart, Miss Clare M. Tousley, Mr. Charles C. Stillman and the General Secretary.

The Secretary reported that he had been in consultation with the social work group in Minneapolis and after such consultation recommends that the dates of the 1931 Conference be June 14th to 20th. Upon motion duly made and seconded, it was

Voted that the dates of the fifty-eighth annual meeting be June 14th to 20th, 1931.

It was pointed out that Mr. Charles C. Stillman had been elected Treasurer of the Conference to fill the unexpired term of Mr. C. M. Bookman. Upon nomination duly made and seconded, and the unanimous vote of the Executive Committee, Mr. Stillman

was reelected Treasurer of the Conference.

There then ensued a general discussion as to ways and means of improving the Conference next year as compared with this year. There was also some discussion as to the effectiveness of the new Conference week, namely, from Sunday night to Saturday noon, the general consensus of opinion being that the new week was more advantageous.

There being no further business, upon motion duly made and seconded, it was

oted to adjourn.

*Howard R. King, Jr.*  
*Sec'y.*



# National Conference of Social Work

## Tentative Time Schedule - Division Meetings - Minneapolis, 1931.

June 15	June 16	June 17	June 18	June 19	June 20
9:00 A.M.					
II	II & III	II		II	II
IV	IV	IV & V		IV	IV
VI	VI	VI		VI & VII	VI
VIII	VIII	VIII		VIII	VIII & IX
IX	XI	IX		IX	X
XII	XII	XII & I		XII	XII
		Indian		Indian	

### 11:00 A.M.

I & II	I		I	I	I
III	III & IV		III	III	III
V	V		V & VI	V	V
VII	VII		VII	VII & VIII	VII
X	X & XI		X	X	IX & X
XI	IX		XI & XII	XI	XI

- Division I -- Children
- Division II -- Delinquents and Correction
- Division III -- Health
- Division IV -- The Family
- Division V -- Industrial and Economic Problems
- Division VI -- Neighborhood and Community Life
- Division VII -- Mental Hygiene
- Division VIII -- Organization of Social Forces
- Division IX -- Public Officials and Administration
- Division X -- The Immigrant
- Division XI -- Professional Standards and Education
- Division XII -- Educational Publicity

Minutes of Editorial Committee

National Conference of Social Work

June 13, 1930, 1:00 P.M.

Hotel Statler, Boston

The following members were present: Miss Van Waters, Mr. Lurie, Mrs. Hooper and the General Secretary.

The Editor announced that the procedure for the preparation of the volume of the Proceedings would be approximately the same as last year, namely, that all manuscripts be read by the Editor, Mr. Knight, and the Assistant Editor, Mrs. Hooper, independently of each other and then a joint staff judgment made, that the manuscripts would then be divided among the various members of the Committee, other than Mr. Knight and Mrs. Hooper, to be read by them and rated prior to the meeting of the Editorial Committee in the fall.

After discussion as to what would be the most feasible time, it was agreed that the Editorial Committee should meet in Chicago on September 11th, 12th and 13th.

The General Secretary called the attention of the Editorial Committee to the need of a new index and the fact that such had been authorized by the Executive Committee. He reported on preliminary work that had been done in studying other indices and securing advice on the best way to prepare our new one and announced that work would be begun this fall with the expectation that the volume would be ready for distribution in 1933. It was requested that an advisory council be authorized by the Editorial Committee to assist the Editor and the Assistant Editor in the preparation of the index. Upon motion duly made and seconded, it was

Voted that the General Secretary be authorized to appoint such an advisory committee.

Upon motion duly made and seconded, it was

Voted to adjourn.

*Howard R. Fay*

Minutes of Committee on Biennial Meeting of the Annual Conference

National Conference of Social Work

June 10, 1930, 1:00 P.M.

Hotel Statler, Boston

Mr. J. Prentice Murphy, Mr. David H. Holbrook and the General Secretary were present. The General Secretary reported that he had been unable due to pressure of work to carry the study of biennial meetings much further than was the case at our last meeting in Washington. The Chairman, Mr. Holbrook, reported that he had secured some information concerning the plan of the National Y.W.C.A. in holding triennial conferences and from other large national organizations that do not meet annually. Upon motion duly made and seconded, it was

Voted that the Committee report progress to the Executive Committee and continue its work for another year.

The meeting adjourned.

*Howard R. King*  
*Secy.*

Minutes of Committee

on Relation of the National Conference of Social Work  
to the International Conference of Social Work

June 9, 1930, 1:00 P.M.

Hotel Statler, Boston

The following members were present: Miss Van Waters, Miss Edith Abbott, Miss Sophonisba P. Breckinridge, Miss Rose J. McHugh, Mr. James L. Fieser and the General Secretary. In the absence of the Chairman of the Committee, Mr. Kellogg, the Secretary presented the draft of the report of the Committee, a copy of which is attached herewith. Objection was raised on the part of several members of the Committee to the form of organization of the International Conference and also to the fact that a large proportion of the funds were raised in the United States. The Secretary presented the financial reports of the last Conference and the tentative budget of the next one as had been submitted to him by Dr. Sand, also a list of the members of the Executive Council of the International Conference. After considerable discussion and upon motion duly made and seconded, it was

Voted

to approve the report as drafted and submit it to the Executive Committee of the Conference.

The meeting adjourned.

*Howard R. Smith*  
*Secy.*



Report to the Executive Committee - June 10, 1930.  
Committee on Relations of the National Conference of Social Work  
to the International Conference of Social Work.

Your Committee has held two meetings, the first, a meeting of the General Secretary with a few members of the Committee in Washington, and the second, a meeting presided over by the Chairman with practically all of the rest of the Committee members in New York. With but one exception every member of the Committee has been present or represented at one of these meetings. It reports as follows:

An understanding of the present organization of the International Conference of Social Work is necessary before any judgment can be rendered on what relationship should exist between the National Conference of Social Work and the International Conference of Social Work.

I. Present organization International Conference of  
Social Work.

The International Conference of Social Work is governed by an Executive Board consisting of a Chairman, three Vice-Chairmen, two Secretary-Generals, Professor Dr. W. Poligkeit of Germany has recently been elected Associate Secretary-General in view of the next meeting of the International Conference in Germany, a Treasurer-General and has ninety-nine members. This Executive Board was authorized by vote of the International Conference at its last meeting in Paris and instructed to add to its then existing membership. The last published list of members of the Executive Board gave ninety-nine members, of which fifteen were from the United States.

The following paragraphs from the resolutions adopted by the Conference at Paris indicate the authority vested in the Executive Board and imply that at some future time some different form of organization may be established. The resolutions adopted at Paris are as follows:

"The Executive Board of the International Conference of Social Work,

Considering the great success of the Conference and the advantages to be derived from a renewal of the facilities therein offered for information, discussion and the establishment of personal relations;

Considering also the need for associating in friendly relations all international meetings devoted to the campaign against social ills;

Considering further the impossibility of giving a final form to a permanent organization charged with carrying on the work of the Conference,

Places before this meeting the following resolutions:

1. That the Executive Board of the Conference be given full powers to organize another International Conference of Social Work;
2. That it should make every effort to co-ordinate this second Conference with other Congresses having similar aims;
3. That the Board be authorized to co-opt new members;
4. That the National Committees already formed for the preparation of this Conference be invited to place their organization on a permanent basis."

This form of organization is obviously a centralized organization providing for no official representation from any country, as such, but seeking wide-spread representation of various countries in the selection of its members.

## II. International Conference Membership.

The Constitution of the International Conference of Social Work has the following provision regarding membership:

"Individuals or agencies become members of the Conference through application to their National Committee, which informs the Secretary-General of the International Organization Committee, if the application is approved."

"While the Conference is in session, each National Committee appoints a member to receive the entries of his compatriots.

Individuals or agencies from countries which do not possess a National Committee apply directly to the Secretary-General."

From the above, it is evident that each member of the Conference, either an individual or agency is on an equal basis with all other members and that there is no such thing as national membership in the International Conference.

Recently the Executive Board has changed the regulations regarding membership so that any person or agency sufficiently interested may become a member of the International Conference of Social Work, the National Committees serving merely as a channel through which the memberships from any given country may be conveniently assembled and forwarded to the offices of the International Conference.

### III. National Committees.

As a part of the organization promoting the first International Conference and as a continuing part of the organization for the second International Conference, National Committees were set up and presumably will again be organized, if for any reason they have lapsed, in as many countries as possible. The function of these National Committees, according to the report of the International Conference of Social Work is as follows:

"The National Committees which were formed in 31 countries had as their primary aim to encourage and organize the participation of public institutions, voluntary organizations and social workers in the International Conference of Social Work.

With the idea of making fuller preparation for the International Conference, several of the National Committees organized National Conferences of Social Work to precede the International Conference.

These national meetings, like the National Committees, aim, however, at something wider and more continuous than mere collatoration in an International Conference. Their fundamental raison d'etre is similar to that of the National Conference and National Associations or Federations which already exist in certain countries. They will, it is hoped, constitute a permanent centre for information, study and co-ordination of the all too scattered forces of social work."

From the above, it is evident that the functions of National Committees, so far as their relationship to the International Conference of Social Work is concerned, is one of promotion of interest, attendance and participation in the Conference. The situation in the United States is somewhat different from that of any other country inasmuch as our own National Conference of Social Work had already been organized and functioning for many years. Such a Conference does not exist in other countries.

#### IV. Validity of Centralized Organization.

Your Committee after considerable discussion believes that the scheme of centralized organization established by the International Conference of Social Work is valid at this stage of development. We respectfully suggest that the question of definite official representation from the various countries be postponed until such time as a permanent form of organization of the International Conference of Social Work is under discussion.



The responsibility for arranging a program, securing speakers and all of the other details of organizing a Conference on the scale and scope of the International Conference of Social Work must of necessity be the responsibility of a relatively small group.

Your Committee also recognizes clearly that any plan of national participation in the International Conference of Social Work must be universally applicable. We believe that the present system of National Committees with functions as outlined above in the main follow this principle. They can not only serve as a means of promoting the International Conference as such, but also as a means of giving recognition to national view-points and the expression of national opinion. In the light of the above, we therefore recommend:

V. Recommendations.

1. That the National Conference of Social Work is willing and desirous of continuing as the National Committee representing the International Conference of Social Work in the United States and that responsibility for such representation and the carrying on of such activities as may be assigned to our Conference shall be executed either by the Executive Committee of the Conference or a special Committee appointed by the Executive Committee for that purpose.

We suggest that according to the stated functions of National Committees, the following be given emphasis by our Conference:

- a) That we promote membership from the United

States in the International Conference of Social Work.

b) That we promote attendance at and participation in the next International Conference of Social Work by social workers from the United States.

c) That we convey to the Executive Board of the International Conference of Social Work suggestions of subject matter and speakers for the next International Conference of Social Work.

d) That we undertake any other responsibility requested by the Executive Board of the International Conference of Social Work.

2. That in accordance with the membership statement in the Constitution of the International Conference of Social Work that the Executive Board clarify somewhat the basis of membership and suggest a simple method of carrying out its provisions. We anticipate that at the next International Conference of Social Work there will be many persons from the United States wishing to attend and also desiring membership. Is it the responsibility of the National Conference of Social Work to establish standards of membership in the International Conference of Social Work or should such standards be established by the Executive Board of the International Conference? We also suggest that the privileges of attendance, participation and the like of people who may wish to attend the next meeting of the International Conference, but who may not for one reason or another be members, be clearly stated.

3. That in the belief that American participation will be enhanced by the fullest knowledge of the workings of the Con-

ference, the American Committee should request from the Executive Board, full financial statements of the Paris meeting\*, plus a budget of the Frankfort meetings, prior to any steps to raise further money through the American Committee.

4. That the General Secretary of the National Conference of Social Work be asked to present to the Executive Committee recommendations as to the services which our National Committee may render to delegates attending from the United States that will enable them to secure the greatest value to themselves and to social work in the United States through their attendance at the next meeting of the International Conference of Social Work and also enable them to make the most effective contribution to the social work of other countries.

5. That in general, the National Committee of the United States (the National Conference of Social Work) serve as a channel through which American wishes can make themselves known, and American participation be encouraged and made constructively effective. The common purposes of the two bodies, -- national and international, make such cooperation a natural course. The free expression of ideas on the part of the National Committees and the open spreading before them of developments by the council, stage by stage, will make for that interplay and mutual confidence which should at Frankfort carry the International Conference to an altogether new level.

\* Such statements are attached herewith.

Minutes of Sub-Committee on Program Content  
of the Program Committee.

National Conference of Social Work

June 9, 1930, 8:00 A.M.

Hotel Statler, Boston

Reverend Robert F. Keegan, Mr. Shelby M. Harrison  
and the General Secretary were present.

The General Secretary reported that he had been unable to follow up intensively the projects which the Committee felt at its last meeting should be followed up intensively between the time of the last meeting and the annual meeting of the Conference owing to pressure of work, that he expected that this could be done and a report be made to the Division Chairmen by August 1st. After a general discussion of the progress of the work of the Sub-Committee and upon motion duly made and seconded, it was

Voted

that the Secretary carry out the plans of the Committee as soon as possible and that a report on these research projects be submitted to the Division Chairmen without further reference to the Committee as near August 1st as possible and that further consideration of the Class B research projects be deferred until the fall. Upon motion duly made and seconded, it was

Voted

that the Secretary report this action of the Sub-Committee to the Program Committee at its next meeting.

The meeting adjourned.

*Howard R. King*  
*Gen'l Sec'y*



Minutes of Sub-Committee on Program Organization  
of the Program Committee  
National Conference of Social Work

June 10, 1930, 8:00 A.M.

Hotel Statler, Boston

The following members were present: Miss Van Waters, Mr. Lurie, Mrs. Conrad, Miss Dawley and the General Secretary.

The Committee discussed the tentative time schedule for the Minneapolis meetings and particularly the schedule of Joint Sessions that had been submitted to the Committee in advance of the meeting. Upon motion duly made and seconded, it was

to adopt the schedule of Joint Sessions and recommend them to the Program Committee for adoption.

The work of the Committee for the coming year was then discussed. It was suggested that this Sub-Committee give special emphasis to the preparation of a hand-book for Division Chairmen or other persons responsible for organizing programs in connection with the Conference that would attempt to develop a common vocabulary of Conference technique and would give suggestions growing out of Conference experience concerning various types of meetings and so on. By common consent this became the main project for the coming year.

The meeting adjourned.

*Howard R. King*  
*Secy.*

Minutes of the Executive Committee  
National Conference of Social Work

2:30 P.M., Wednesday, September 17, 1930.

Room 302, Social Science Research Building, University of Chicago,  
Chicago, Illinois.

The following members were present: Dr. Cabot, Mr. Stillman, Mr. Bradley, Mr. Bruno, Miss Colcord, Mr. Lies, representing Mr. Gilman, Miss Lenroot, Dr. Potter, Father Siedenburger, Miss Van Waters and the General Secretary.

The Secretary reported that there were two vacancies in the Executive Committee due to the fact that two members were serving in dual capacities. According to previous custom, Mr. T.J. Edmonds of Des Moines, Iowa and Mr. Frank D. Preston of Richmond, Virginia, who failed of election at the Boston meeting of the Conference but who received the two highest totals of votes of those not elected were nominated for the period of one year. Upon motion duly made and seconded, it was

Voted to elect Mr. Edmonds and Mr. Preston members of the Executive Committee, for the year expiring in 1931.

The application of the Church Conference of Social Work for status as an Associate Group of the National Conference of Social Work presented in writing by Reverend Worth M. Tippy of the Federal Council of Churches of Christ in America was read by the General Secretary. After a discussion which brought out the contributions which this group can and is willing to make to the Conference as a whole and the experience in meeting with the Conference as a special group at Boston, upon motion duly made and seconded, it was

Voted that the Church Conference of Social Work be granted the status of an Associate Group in the Conference.

During the discussion of the application noted above, it was brought out that in the By-Laws or regulations of the Executive Committee there are no standards for determination of application for status of Associate Group that have to do with standards of social work as performed by various organizations applying for such status. The General Secretary also called the attention of the Executive Committee to the fact that the consultation service of the Conference has increased in importance and scope during the past few years. A number of groups are applying each year for booths in the consultation service. In the eyes of the public and the Conference

attendants such organizations as are granted booths receive at least an implied approval or sponsorship of the Conference. The time will come, if it has not already arrived, when organizations will apply for booths and the Conference may not wish to sponsor them because of the low standard of work performed by such agencies. After thorough discussion of the problem involved and upon motion duly made and seconded, it was

Voted that the chair appoint a committee of at least five members of the Conference to study this whole question of standards of agencies wishing to become Associate Groups or to participate in the consultation service of the Conference, to draft such minimum standards as can be agreed to, as well as any amendments to the Constitution or By-Laws of the Conference or regulations of the Executive Committee which may be necessary, and to present a report at its earliest opportunity.

It was called to the attention of the Executive Committee that the erection of the booths for consultation service and the headquarters of various Associate and other groups in connection with the headquarters of the National Conference of Social Work is entailing a heavy and increasing financial burden on the local community entertaining the Conference. The Secretary has raised the question with a large number of these organizations as to whether or not they would be willing to assume a part of this cost of construction by the payment of a construction fee of \$10.00 per booth. The consensus of opinion from these groups is that they would be glad to do so. Upon motion duly made and seconded, it was

Voted that hereafter all organizations occupying booths at Conference headquarters pay a \$10.00 construction fee, with the understanding that exceptions to this can be made by the Executive Committee. This is not to be regarded as a rental fee but only as a contribution to the local community in financing the cost of supplying these booths.

The President presented the report of the Program Committee. (See copy attached.) Upon motion duly made and seconded, it was

Voted to approve the report of the Program Committee.

The Secretary presented the financial statement as of August 31st. (See copy attached). The Treasurer presented the budget for the fiscal period June 1, 1930 to May 31, 1931. (See copy attached.)

As a part of his report the Treasurer read the report of Mr. Robert W. Kelso, Chairman of the Special Membership Campaign Committee. (See copy attached). The work of the Finance Committee was briefly reported and upon motion duly made and seconded, it was

Voted to express to the Finance Committee the appreciation of the Executive Committee for the work that had been done.

After a discussion of various items in the proposed budget, upon motion duly made and seconded, it was

Voted to adopt the financial statement as of August 31, 1930 and the budget for 1930-1931 as presented by the Treasurer.

The General Secretary stated that the National Conference of Social Work is serving as the committee for the United States for the International Conference of Social Work to be held in Frankfurt, Germany in 1932. He recommended that a special committee be appointed to perform such functions as are outlined in the report adopted at Boston concerning the relations of the National Conference of Social Work to the next International Conference of Social Work and to carry out such other duties as might be placed upon it. It will be part of the responsibility of this committee to raise \$600.00 a year for a period of three years or a total of \$1800.00 as a direct appropriation to the International Conference of Social Work. Upon motion duly made and seconded, it was

Voted that the President appoint a Committee, the number to be at his discretion, on the International Conference of Social Work to carry on the functions of the National Committee in the United States and to report regularly to the Executive Committee.

Miss Katharine Lenroot called attention to the recent meeting of the Pan-American Child Congress held at Lima, Peru, and to the fact that the next Congress will be held in Mexico City in Early May 1932. She stated that the Pan-American Congress wishes to set its dates in such relation to the dates of the National Conference of Social Work in 1932 that delegates to the Pan-American Congress can come from Mexico City to our National Conference in Philadelphia. Upon motion duly made and seconded, it was



Voted that the President appoint a special committee of three to plan for the participation of delegates to the Pan-American Child Congress in the National Conference of Social Work at its annual meeting in 1932 at Philadelphia.

Upon the recommendation of the Treasurer and upon motion duly made and seconded, it was

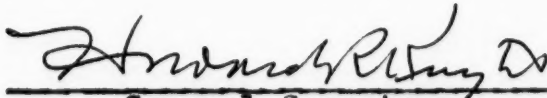
Voted that the question of a change in the fiscal year of the National Conference be made a part of the order of business for the next meeting of the Executive Committee.

The President called attention to the Conference Bulletin and raised a question as to its value to the Conference and whether or not it should continue publication. He felt that the money spent on the Bulletin might better be used for other purposes. During the discussion of this question, it was pointed out that various issues of the Bulletin do have value to the Conference members, particularly the November Bulletin which carries the membership list and at least one of the spring Bulletins which carries the preliminary program for the forthcoming annual meeting. The Treasurer also suggested that no change be made in the Bulletin at least for this year for fear it might handicap the membership campaign. The question was thoroughly discussed but no action taken.

The President also called the attention of the Executive Committee to the fact that only a small proportion of the membership of the Conference votes at the annual meeting. He feels that this is an unhealthy condition and that efforts should be made to increase the number of voting members. Upon motion duly made and seconded, it was

Voted that the President appoint a committee of three to study the whole question of voting by mail, work out if possible, a feasible plan, and draft such changes in the Constitution and By-Laws as would be necessary if such a plan were adopted and report to the Executive Committee at its earliest convenience.

There being no further business, the meeting adjourned.

  
General Secretary

Minutes of Program Committee

National Conference of Social Work

9:30 A.M., Tuesday, September 16, 1930

Room 302, Social Science Research Building, University of Chicago  
Chicago, Illinois

The following members were present: Dr. Richard C. Cabot, Chairman; Dr. Miriam Van Waters, Miss Almena Dawley, Mr. Cheney C. Jones, Mr. Otto Bradley, Father Thomas L. Brennock, representing Monsigneur Robert F. Keegan and the General Secretary.

Miss Dawley, reporting for the Sub-Committee on Program Organization, stated that one of the main problems of program building was the relating of the content of a program to various forms or methods of presentation. The Sub-Committee desired to study this whole problem with the possibility of producing later a Division Chairman's manual which would be helpful in the organization and conduct of Division meetings. The first point of attack in the study will be the preparation of a statement of present procedure so far as it can be determined by sending to various Division Chairmen a series of questions that will bring out the present experience of Division Committees and the way in which they operate and arrive at decisions. From this material it is hoped ultimately to develop the manual. In this connection, attention was called to the necessity of considering not only the people in the audience at any Division meeting but also the fact that at least a part of the material would be published later in the Proceedings. It was felt that these two audiences might require different methods of presentation of program material and that real questions of program building were involved.

The General Secretary reported for the Sub-Committee on Program Content. The Committee is disappointed with the results of its efforts during the summer to secure more information concerning a selected list of research projects which it had hoped to pass on to Division Chairmen during the summer. Insufficient information has been received to warrant communicating with the Division Chairmen. The Sub-committee has agreed to pursue further the search for information on these projects, attempting to get more personal judgments on the matter than can be secured by correspondence.

The sub-Committee also considered the suggestion of the President that each Division at the Minneapolis meeting give special emphasis in one of its meetings to the subject of social treatment in so far as it applies to the field of work covered by the Division. It was agreed to recommend such special emphasis.

The President, Dr. Cabot, reported for the Sub-Committee on General Sessions. It recommends the following program of General Sessions for the Conference:

Suncey, June 14th.

Presidential address. Probable topic - "The Needs for Tests for the Values of Social Treatment".  
Speaker, Dr. Richard C. Cabot.

Monday, June 15th, 8:00 P.M.

Suggested topic - "The Costs of Medical Care". Suggested speaker, Michael M. Davis.

Tuesday, June 16th.

Suggested Topic - "The Relation of Public and Private Social Work with Particular Consideration of the Problem of Relief". Suggested speaker, Karl de Schweinitz of Philadelphia.

Wednesday, June 17th, 6:00 P.M.

Conference Dinner. General Topic - "The Contribution of Various Racial Groups to American Life and Culture". Suggested speakers, representatives of the Orient, South America, Europe, (preferably Northern Europe), and the Negro, with Dr. Cabot to speak on "The Heritage of the Past".

Thursday, June 18th.

No session. Evening left free for Associate Groups' dinner meetings.

Friday, June 19th.

Suggested topic - "Spiritual Resources for the Social Worker". Two plans were proposed, the first to have representatives of the great religious faiths, Protestant, Jewish and Catholic, speak briefly and one person who would represent the scientific approach to this question as compared with the strictly religious.

The other proposal was to have one person speak on the "Religious Resources", one person from the purely scientific point of view and a third person who would represent the group of social workers who must resort to resources of this kind.

It was felt that Mrs. John M. Glenn would be a valuable speaker on this program.

Saturday, June 20th, 1:00 P.M.

Conference Luncheon. Suggested topic- "An Ethical Code for Social Workers". No suggested speaker.

Miss Joanna C. Colcord, Chairman of Division XI- Professional Standards and Education, appeared before the Committee and presented a request for a future commitment on the program of Division XI. The Division Committee wishes to arrange for a study for the program in 1932 on "Social Work Literature". Upon motion duly made and seconded, it was

Voted

to approve this commitment on the program of Division XI in 1932 providing a majority of the Division XI committee also approves.

The meeting adjourned.

*Howard R. Knight*  
*Secy.*



# Proposed Budget

## National Conference of Social Work

June 1, 1930 -- May 31, 1931

	Actual 1929--1930	Estimated 1930-1931
<u>Income</u>		
Balance and Receipts	\$ 33,987.44	
Balance, May 31, 1930		\$ 1,161.32
Memberships		26,159.00
Registration fees		1,395.00
Contributions		631.40
Sales - Proceedings		600.00
Sales - Bulletins		200.00
Interest		25.00
New Institutional memberships from Philadelphia		<u>1,000.00</u>
Total estimated income		\$31,771.72
To be secured from new memberships		<u>5,928.28</u>
		\$37,700.00

<u>Expenditures</u>		
Salaries	\$ 15,523.41	\$16,200.00
Travel	6,272.51	4,900.00
Printing	(1.) 5,552.42	(4) 10,500.00
Postage	1,470.34	1,700.00
Office Supplies	651.75	800.00
Telephone & Telegraph	443.53	400.00
Rent and Light	1,228.78	1,250.00
Equipment and Repairs	353.50	350.00
Contingent	842.91	1,600.00
Refunds	37.00	
	<u>\$ 32,376.15</u>	<u>\$ 37,700.00</u>

## Functional Distribution

<u>Expenditures</u>		
General Administration	\$ 11,971.76	\$ 11,900.00
Membership Promotion and Publicity	2,931.84	2,900.00
Annual Meeting	4,539.66	3,175.00
Proceedings	(2) 3,514.84	(4) 6,575.00
Bulletin	(3) 1,374.64	(4) 3,925.00
Office Operation	7,591.49	7,025.00
Contingent	451.92	1,600.00
Index		600.00
	<u>\$ 32,376.15</u>	<u>\$ 37,700.00</u>

- (1). Does not include bills of \$1204.65 on Proceedings unpaid and \$1056.75 on May Bulletin not presented until after books were closed. Both paid in June.
- (2). Does not include unpaid bills noted above.
- (3). Does not include unpaid bills noted above.
- (4). Includes bills noted above.

National Conference of Social work

Financial Statement

June 1 ----- August 31, 1930.

Operating Balance, June 1

\$1161.32

Receipts

Memberships	\$9759.00
Contributions	431.40
Sales, Bulletin	2.00
Sales, Proceedings	448.78
Registration Fees	1395.00
Interest (Brunson Bank)	2.36
Refunds	15.00

Total

12,053.54

Total Receipts and Balance

\$13,214.86

\*Expenditures

Salaries	\$4618.48
Travel	2067.88
Printing	3162.00
Postage	347.64
Supplies	273.76
Telephone & Telegraph	162.18
Rent & Light	308.59
Equipment & Repairs	220.20
Miscellaneous	366.37
Refund	225.10

Total

11,752.20

Balance

\$ 1,462.66

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\*Functional Distribution of Expenditures.

Administration	\$2648.95
Membership & Publicity	654.45
Annual Meeting	2170.61
Proceedings	1485.22
Bulletin	1711.92
Officer Operation	2091.48
Other	360.93
Membership Campaign	628.64
	<u>\$11,752.20</u>

Report of the Membership Campaign Committee to the President and  
Members of the Executive Committee of the National Conference  
of Social Work.

I beg to submit the following preliminary report, with regard to the coming campaign for new members for the Conference. Your committee on membership is composed of the following persons:

Miss Harriet Anderson  
Mr. George Bedinger  
Mr. David Liggett  
Miss Blanche Renard  
Mr. C.C. Stillman  
Mr. Robert W. Kelso, Chairman.

Lists of social workers and of social work agencies have been developed in the Conference office, and tentative membership quotas assigned. The territory has been divided into areas, chiefly by state boundaries, and a key chairman for each area suggested.

The chairman of the central committee, in conference with Mr. Knight, has prepared an explanatory memo, outlining the proposed plan of campaign, and will send the same within a few days, to the prospective local chairmen, at the time of asking them to serve.

The plan of campaign contemplates the selection of a group in each district, sufficiently numerous to cover the area in question, and an approach by them to every person in professional social work, and to every board member, and to every citizen known to be interested in welfare matters within the local area; and a report made on the contact, whether a membership has been secured or not. By-weekly reports will be called for from the state chairmen, showing the list of persons and organizations contacted, and the result.

A leaflet for general use with all prospects, has been prepared, and will be placed in the hands of the local chairmen. Other material will be prepared as needed.

As the drive will entail some printing and postage charges; some additional clerical service in the Conference office; and will make necessary some travel which can not be had on a voluntary basis, I recommend that a special budget allowance of not less than \$4600 be approved by your committee, it being understood that the membership campaign shall reimburse the budget for such expenditures as rapidly as practicable.

Robert W. Kelso, Chairman.